

Julia A. Shepard

1105 River Reserve Dr. Hartland, WI 53029 | (262) 366-4108 | Julia.Shepard45@gmail.com | linkedin.com/in/-julia-shepard

EDUCATION

Illinois State University, Normal, IL

Bachelor of Science in Managerial Economics & Statistics

Illinois State Honors Program

Academic Honors: *Dean's List*

May 2021

Cumulative GPA: 3.9/4.0

Fall 2017 - Fall 2019

WORK EXPERIENCE

Landis + Gyr, Waukesha, WI

Technical Business Analyst Intern

Summer 2018, 2019

- Supported WE Energies program team by leading initiatives and developing tools to improve operational efficiency
- Executed project that automated report creation for critical functions that were previously generated manually
- Assisted Project Manager by creating a performance tracking document and a financial forecasting report
- Used SQL developer to analyze meter location data and support the deployment scheduling
- Presented results of data analysis and documentation projects as well as intern feedback to management
- Conducted gas and electric meter maintenance analysis records using Microsoft Excel functions

Illinois State University Career Center, Normal, IL

Career Ambassador

January 2019 - Present

- Advise students on their resumes and cover letters to make them more marketable to employers
- Conduct classroom presentations regarding resumes and cover letters to students at Illinois State University

LEADERSHIP & INVOLVEMENT

Alpha Kappa Psi Professional Business Fraternity, Normal, IL

President

May 2019 - Present

- Manage 8 executive board members and 11 chair positions to motivate and assist them through challenges
- Lead chapter of 60 students using leadership and communication skills to ensure each member is engaged and excited
- Run weekly executive board meetings to discuss any challenges and updates for the upcoming week
- Exemplify problem solving skills by handling the questions and concerns that arise from members or pledges

Rush Chair

October 2018 - February 2018

- Prepared and presented 3 presentations for rushing students in order to educate them about our organization
- Facilitated 6 recruitment events for 60 active members and 35 rushing students to network and socialize
- Delegated to my committee members and VP of Marketing to help organize logistics for marketing the events
- Created new recruitment event with a case competition so members could see rushing students in a team setting

Service Chair

August 2018 - December 2018

- Interacted professionally with business professionals and organizations to arrange service events
- Coordinated logistics of service events to ensure AKPsi fulfills the organization's expectations of the event
- Refined organizational skills by scheduling 15 successful service events in a 16-week semester

Women's Club Lacrosse, Normal, IL

President

May 2018 - May 2019

- Managed team logistics and conflicts including scheduling practices, games, events, and meetings
- Supervised all players and executive board with regards to financials, participation, uniforms and registration
- Innovated to streamline old team communication techniques to a more efficient application for communication
- Scheduled tournaments with 10 other teams including the necessary transportation and lodging for team

PROJECTS

Supply Drop Care Packages Business, Normal, IL

Secretary

February 2018 - April 2018

- Collaborated with 7 other pledging members to create and run a business for 7 weeks
- Communicated with members using Outlook Calendar regarding meetings and important deadlines
- Oversaw logistics of the business to ensure each goal is attainable and within our budget
- Updated members regarding business status by keeping record of number of sales, payments and deliveries